

Los Angeles County Commission for Women

Public Relations/Social Media Committee

Chair: Gerda Govine, Ed.D.

Vice Chair: Martha Escandon

Member: Reiko Duba

Committee Report November 13, 2012

At the last meeting of the Public Relations/Social Media Committee, October 22, 2012, Commissioners Escandon, Duba and Govine decided to request bios of no more than 110 words from the Commissioners and edit and submit to Emma DeJesus, Commission staff support who joined us. Commissioner Duba submitted her bio prior to an email sent to all Commissioners by Committee Chair Govine on Monday, November 10, 2012 requesting bios by Friday, November 16, 2-12 with sample bios of Commissioner Duba and Govine. Commissioner Petrossian informed Commissioner Govine that she previously submitted her bio to Commission staff. Her bio was provided by staff and Commissioner Govine emailed Commissioner Petrossian a parsed down copy of her bio for review which she approved. To date, four bios were submitted to Emma, Commissioner Duba, Commissioner Petrossian Commissioner Lesser and Commissioner Govine.

Commissioners discussed the need for pictures of the Commissioners. To streamline the process, Commissioners asked Emma to arrange for a photographer to take pictures at our next Commission meeting on November 19, 2012.

Staff provided an update of changes to the Commission website to President Ward as follows:

Home Page – Added the Women of the Year 2013 event date
Standing Committees
President Message
Meetings

Pending Updates are:

Delete Yolanda Becerra-Jones

Delete Bobbie Jean Tanberg

Add Alice Petrossian's bio and picture *[revised bio approved by Commissioner Petrossian and submitted by Commissioner Govine 11/14/2012]*

Events – Annual, Retreat and Scholarship

Mission Vision Statement – add new statement

The BIOs and Home page of the website are modules of the site that I do not have access to. These parts of the webpage are parts that our Technical Services people will be updating.

However, this is a lengthy process. Initial changes have to be approved by our Chief, Angie Johnson then these changes, once approved have to go through the CAB (Change Advisory Board) for review. It takes about two weeks and if they have any questions or need clarification regarding the changes, I will contact me for such clarification. Once approved by them, then it is forwarded to actual technical staff for updates to the website. This is to assure that all content conforms to the overall Executive Office website requirements/look.

The Technical Program Security Officer is currently unavailable. I will see that at the very least, there can be someone made available to the Commission at our next meeting to answer questions regarding security and requirements from the Commission.

I am requesting a manual that clarifies some of the requirements when submitting a CAB for the website and will send it to you as soon as I receive it.

Committee report submitted to Roy Sinclair, staff support by Committee Chair, November 14, 2012.